

**MANSFIELD DOWNTOWN PARTNERSHIP  
FINANCE AND ADMINISTRATION COMMITTEE**

**THURSDAY, JULY 23, 2009**

**MINUTES**

Present: Tom Callahan (Chair), Harry Birkenruth, Mark Hammond, Matt Hart, and Frank Vasington

Staff: Cynthia van Zelm

Guests: Michael Allison, Howard Kaufman, Steve Maun, Macon Toledano

**1. Call to Order**

Chair Tom Callahan called the meeting to order at 3:40 pm.

**2. Recommendation of Michael Allison to serve on the Finance and Administration Committee**

Mr. Callahan said that he and Cynthia van Zelm had met with Michael Allison a few weeks ago to talk about his interest in serving on the Finance and Administration Committee.

Matt Hart made a motion to recommend to the Partnership Board of Directors that Michael Allison serve on the Finance and Administration Committee. Mark Hammond seconded the motion. The motion was approved unanimously.

**3. Approval of Minutes from June 25, 2009**

Harry Birkenruth made a motion to approve the minutes from June 25, 2009. Frank Vasington seconded the motion. The motion was approved unanimously.

Mr. Hart made a motion to go into executive session to review and discuss commercial and financial information provided in confidence by Storrs Center Alliance – CGS 1-200 (6), 1-210(b)(5)(B).

Mr. Hammond seconded the motion.

The motion was approved unanimously.

**4. Executive Session – Review and discussion of commercial and financial information provided in confidence by Storrs Center Alliance**

Present: Committee members Mr. Birkenruth, Mr. Callahan, Mr. Hammond, Mr. Hart, and Mr. Vasington.

Also Present: Mr. Allison, Mr. Kaufman, Mr. Maun, Mr. Toledano, and Ms. van Zelm

## **5. Personnel – Health Insurance**

Mr. Callahan said that the status of health insurance for one of staff's dependents had changed. He recommended that the Partnership include health insurance for staff dependents as applicable. The Committee agreed by consensus. Mr. Callahan will update Board President Philip Lodewick and subsequently the Board of Directors at its next meeting.

## **6. Adjourn**

The meeting adjourned at 5:05 pm.

*Minutes taken by Cynthia van Zelm*